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MEMORANDUM FOR: Chief, Physical and Area Security Group

FROM:

Chief, Physical Security Branch

SUBJECT:

PSD Input to PSD/PASG Weekly Report
24 March - 30 March

1. The following represents requested issues which are to be addressed in PASG weekly report covering 17 March to 23 March 1988:

° Significant Accomplishments:

° On 24 and 25 March AC/DSB met with Pat [redacted] and C/ISTF to review [redacted] first draft of Security Regulations and Requirements under the umbrella of DSB. [redacted]

° On 28 March, AC/DSB met with OIT representatives concerning procedural problems and solutions in the Communications Center at the NHB. [redacted]

° On 29 March, AC/DSB met with C/OSSB and an OP representative to discuss career development within PASG for security generalists. []

° During the week of 28 March 3 DSB officers will return from domestic TDY's. [redacted]

S E C R E T

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29 March 1988

MEMORANDUM FOR: Chief, Physical and Area Security Group

25X1 FROM: [REDACTED]
Chief, Headquarters Security Division

SUBJECT: Headquarters Security Division Weekly Report
(23 March - 29 March 1988)

During this reporting period the following significant events are reported for your information and edification:

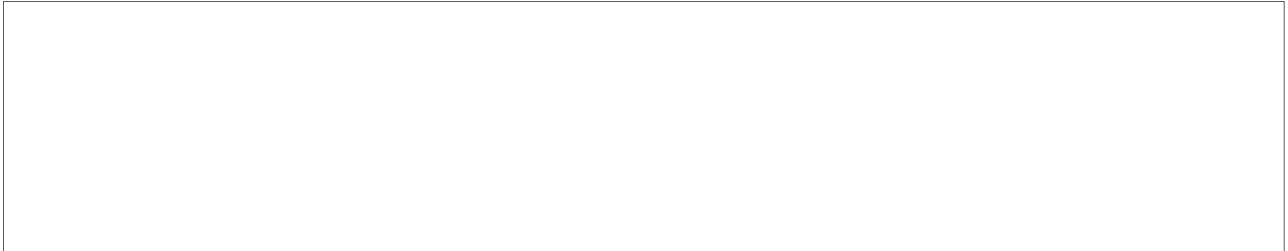
I. Significant Accomplishments/Activities:

- 25X1 ° SPOs serving overseas in TDY status supporting special projects decreased from [REDACTED]
- 25X1 ° [REDACTED] were trained in fingerprinting techniques by the FBI on Wednesday, 23 March 1988. With this training session, all of the full-time Badge Office staff members have been trained in the proper techniques of fingerprinting. [REDACTED]
- 25X1 ° The Badge Office, OIT/Security Staff and Security Education Staff coordinated a special EOD class for [REDACTED] contract personnel on Wednesday, 23 March 1988. This processing proceeded smoothly and quickly. [REDACTED]
- 25X1 ° SPS FLETC class #8PT-809 with 20 students departed for FLETC on 28 March. This class will be housed off the facility. This is a result of overcrowding at FLETC. All of the students will be housed at the ECONO LODGE in Brunswick, GA. In order to assist in any problems which may arise during the first week of the training, Lt. [REDACTED] is being sent TDY to assist from 29 March through 5 April. [REDACTED]

25X1 [REDACTED]
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- ° Fifteen (15) SPOs participated in SPO In-service Training Course #3 to include requalification in firearms, CPR and firearms simulator, 21-23 March 1988. []

- ° SPS [] attended "Managing in CIA" course 21-23 March 1988. []



(24)

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- ° Security Duty Office and Security Protective Service personnel provided support and guidance to the Northwest Federal Credit Union Retiree Symposium, ~~on Saturday, 26 March.~~ Positive comments regarding the handling of the events were received. []

- ° Security Duty Office personnel provided support and guidance to the Agency Spouse Orientation Session, ^{both held at Headquarters} which was held in Room 1A07, HQS. on Saturday, 26 March. Positive comments regarding the handling of the events were received. []

- ° Security Duty Office and Security Protective Service personnel provided support and guidance to an OT&E training session which was held [] on Saturday, 26 March. OT&E personnel expressed appreciation for the support that HSD personnel rendered. []

(25)

- ° Security Duty Office and Security Protective Service personnel provided assistance to the Office of Logistics and to the Protocol Staff for the special visit of General Alfred M. Gray, Jr., Commandant of the Marine Corps. General Gray's helicopter landed on the Scattergood property so that he could attend an Awards Ceremony being held in the DCI Conference Room. Fairfax County Fire Department provided emergency support in conjunction with the scheduled landing which occurred without incident. Protocol Staff expressed their appreciation to HSD for the support rendered. []

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II. Critical Issues:

- 25X1 ° The Burns contract for guards terminated on 30 September. Presently, HSD is on an extension at a cost of approximately \$45k per quarter. An RFP was forwarded, but has been withdrawn pending modification. The updated RFP is expected to be forwarded to the contractors on or about 15 April. []
- 25X1 ° GIC upgraded the VCC two-way communications system, but it is still not acceptable. The quality of the audio is fair to poor. GIC has submitted a proposal. SESD and HSD has accepted the proposal and forwarded paperwork to LOG/Procurement to contract for the installation. Cost is approximately \$10,000.00. Procurement advises that the contract with GIC specifies work must be completed by 1 May. []
- 25X1 ° The Badge Office is running shorthanded, with only five of the six positions filled. Assistance has been obtained from the Escort Section. []
- 25X1 ° Radio communications between the existing Headquarters Building and the New Headquarters Building. [] New Building Communications Program Division (NBCPD), advised the project monies have been allocated and that a contract with Atlantic Research Corporation (ARC) will probably be set within days. Target completion for all essential radio users (OS, OMS, and DCI/SS) is slated for the New Building "move-in date in July 1988." A draft HN is currently being circulated for comment from all interested parties. ARC will begin gathering equipment immediately. "Convenience customers," such as OTS, Metrocall and so forth, will be addressed after essential user requirements have been met. It was again stressed that OS, especially HSD, needs a working system as soon as possible. [] indicated that he will keep HSD personnel apprised of the project's progress. []
- 25X1 ° The PASS Program Manager met with OIT representatives on the status of PASS installation at the George Washington Parkway entrance. OIT is projecting that the facility should be ready for PASS to be installed by 15 May 1988. []

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III. Planned Activities:

- 25X1 ° The Badge Office will submit paperwork for the creation of presentation boards to the graphics department. A proof copy will be requested before any copies are made. This will be submitted to the Chief, Badge Office and then through the proper channels. []
- 25X1 ° SPS is planning for the establishment of authority and jurisdiction at the various Agency facilities. []
- 25X1 ° Security Services Branch is planning to cosmetically improve the appearance of the Badge Office. []
- 25X1 ° Purchase orders have been forwarded to acquire three inkless fingerprint systems for use in the Badge Office. []
- 25X1 ° [] HSD/SUPP/ADP, began writing requirements for a PC-based automated payroll system for the new escort program. This system will replace the manual system currently used to pay the special escorts. []
- 25X1 ° HSD will sponsor an Escort meeting on Saturday 9 April. Topics for presentation are being organized and HSD is also working with SES regarding topics and speakers. []
- 25X1 ° C/SDO, C/Reception and an Escort Supervisor met with DDI Area Security Officers and OSWR personnel to discuss requirements for an upcoming DDI conference which will be held in the Headquarters Auditorium over a weekend in mid-May. The conference will be attended by approximately 400 outside guests. Conference requirements are currently being circulated throughout HSD. []
- 25X1 []
- 25X1 ° Development of a badge for escorts working on special assignments such as retirement parties or "backfill" where zone coverage is conducted in the hallways. This badge would make it easier to identify escorts to the Agency populace. []

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- 25X1 ° C/SDO will meet with DDS&T and OL personnel to discuss requirements for the upcoming DDS&T/SASA seminar to be held in mid-April in the Headquarters Auditorium.
- 25X1 ° Chief, Badge Office held a meeting with representatives of the Design and Presentation Center of the Office of Logistics to finalize the layout of the badge brochure. HSD will have final approval before production printing.

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INFORMATION SYSTEMS SECURITY DIVISION

WEEKLY REPORT

23 - 29 MARCH

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Information Systems Security Division (ISSD)
(AEB)

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1. Representatives from Auditing & Education Branch/~~OIT~~
~~(AEB/OIT)~~ met with a member of ~~TAB/OIT~~ to discuss the capabilities and availability of both non-secure and secure PBX accounting data.

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2. Representatives from ~~SSB/OIT~~ met with a member of ~~SSB/OIT~~ to discuss the current and future audit capabilities regarding the present CRAY computer and its interface with existing OIT systems.

25X1

5. A representative of AEB/OIT attended an ACF2/VM Implementation Committee meeting for Special Center. General discussions were held and no outstanding problems were reported.

29 ✓

6. During this reporting period, members of Administrative Support & Training Branch (AS&TB) presented five computer awareness briefings to 82 students. Courses involved were WANG AL10, Fundamentals of VM, Fundamentals of Personal Computers, EOD, and Special Police Officers (SPO) course.

25X1

S E C R E T

25X1 8. A briefing on overseas computer systems (CRAFT) and security requirements/concerns were presented by FOB to the OSSB course participants on 25 March. Several members of OC/COMSEC had viable contributions, including the requirement

25X1 9. An Agency and Community Systems Branch (ACSB) representative participated in a 3-day Engineering Review Board discussing development requirements for a system planned for late 1993.

25X1 10. A representative of ACSB met with members of STAC, Gemini Inc., and Chief, Systems Branch, Analysis Division/OS to discuss use of a trusted machine in the STARS configuration. Of particular concern is document retrieval method and resulting audit trail to be developed, especially now that the Palantir has been installed.

25X1 15. Three members of TSB gave briefings in the Contractor Course put on by ISB. The topics of the briefings were: Magnetic Media, Access Control Boards (Micronyx & ISAC), and the UNIX Operating System.

30 March 1988

25X1

MEMORANDUM FOR: [REDACTED]

FROM: [REDACTED]

SUBJECT: Weekly Items - 23-29 March 1988

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1. On 23 March 1988, 135 employees from Operations and Engineering Group, NPIC (OEG/NPIC) attended a Security Awareness Briefing conducted by Security Education Staff. To date, a total of [REDACTED] NPIC employees have been briefed with future briefings scheduled for the remaining [REDACTED] NPIC employees. Response to the briefings has been positive with many employees requesting continued briefings of this nature. [REDACTED]

25X1

2. SES representatives have been active participants in several Agency-wide initiatives to expand counterintelligence awareness training. Representatives from all four Directorates are contributing to this effort. Additionally, an SES officer met with representatives from PERSEREC on 29 March for discussions on government-wide counterintelligence awareness issues. [REDACTED]